



CLERK OF CIRCUIT COURT

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INSTRUCTIONS FOR PATERNITY ACKNOWLEDGMENT ACTION UNDER §767.805 WIS. STATS.

This form is intended for use by a parent who wishes to start a court action concerning custody, placement or support where both parents have jointly signed and filed with the State of Wisconsin a statement acknowledging paternity. IT IS NOT TO BE USED to start an action to determine paternity in cases where there has not been an acknowledgment of paternity. It is not to be used if the paternity acknowledgment was signed before April 1, 1998.

The packet includes the following forms:

1. Summons—Paternity Acknowledgment
2. Petition for Custody, Placement and Child Support—Paternity Acknowledgment
3. Notice of Motion & Motion for Hearing
4. Affidavit in Support of Motion for Hearing
5. Uniform Child Custody Jurisdiction Act Affidavit (GF-150)
6. Confidential Petition Addendum (GF-179)

After completing the above forms you will need to make **FIVE ADDITIONAL** copies of each form. The Original and the FIVE additional copies should be brought to the Clerk of Court Office at the time of filing. The **filing fee** is \$194.50.

The above forms need to be **personally served** upon the other party. This is generally done by the Sheriff's Department or local Police Department where the other party resides or by a Private Process Server. If you believe the other party will receive the paperwork willingly, you may have them sign an Admission of Service form. The form is available on the **wicourts.gov** website. After the other party is served or admits service, the proof of service form must be filed with the Clerk of Court.